



INSTALLTION TIMELINESS

94.07%

OUTLYING SITES TIMELINESS

84.48%

TOP 3 LATE DOCUMENTS

- (1) Leave (219)
- (2) BAH (167)
- (3) FLPB (146)

Unit/Brigade	Percentage	Unit/Brigade	Percentage
US HEALTH, DUGWAY	100%	110 TH MP	100%
MEDDAC	97.42%	148 TH MP (USAG)	100%
AFSB-CARSON	100%	984 TH MP	99.03%
3 RD BDE, HHC	98.28%	440 TH CIVIL AFFAIRS	100%
3D SPECIAL TROOPS	98.36%	DENTAC	100%
230 TH FINANCE	100%	602 ND SCCT	100%
534 TH SIGNAL	100%	4 TH BDE	97.85%
48 TH MP DET-CID	100%	WOUNDED WARRIOR BN, HQ	100%
75 TH BCTD, 5 TH BDE, 2BCTG	100%	PUBLIC HEALTH COMMAND	99.28%
68 TH SPT BN, HQ	98.20%	WOUNDED WARRIOR CO A	97.56%
247 TH QTR MSTR	100%	WOUNDED WARRIOR HHC	98.73%
59 TH MP	100%	MISSION SPT EL	100%
127 TH MP	99.19	2BCT, 4ID REAR	100%
573 RD MOVEMENT CONTROL TEAM	100%	2 ND STB, HHC	97.14%
3/16 TH FA HHB	97.44%	1-2 AVN, HHC	100%
1 ST BN, 22 ND INF RGT	99.06%	4-42 ND FA BN HHD	100%
71 ST ORD CMD	100%	USAG, HHC	100%
WORLD CLASS ATH	100%	MISSILE DEFENSE INTGR AND OPS	100%
HQ, 1 ST SPACE BDE	100%	100 MISSILE DEFENSE BDE	100%
SMDC STAFF	100%	DENVER RECRUITING	98.80%
2 ND BN, 10 TH SF	97.70%		

Timely and accurate pay is a quality of life and mission readiness issue!

Reminder: the timeliness data is provided to Senior Leadership monthly. It is in the best interest of every Soldier to take all available steps to ensure timely submission of all pay documents.

IMPORTANT DATES

Midmonth Cutoff
Wednesday, 2 January 2013
to affect mid-month pay

End of Month Cutoff
Friday, 18 January 2013
to affect end-of-month pay

UCFR Pickup
Wednesday, 30 January 2013

UCFR Turn-in
Tuesday, 5 February 2013

includes all commanders, both military and civilian unit S-1s, and non-divisional unit PAC personnel. All Fort Carson units are to be present with their current Access and AAA- 162 Rosters. Leaders from the military pay office will be on hand to address any pay concerns from the Fort Carson Military Community.

UCFR pick-up from the Defense Military Pay Office is a requirement. When Units are deployed, the Rear-D is responsible for pick-up and certification for the entire Battalion. The Rear-D Commander must certify all UCFRs and ensure all supporting documents for corrections are attached and returned to the DMPO by the suspense date. Deployed units should contact the Rear-D if there are changes to be made to deployed personnel pay accounts.

Please address all questions and concerns to the Processing Section at 719-526-2607/6262.

DMPO CLOSURES

The DMPO/230th FMSU will be closed
Tuesday, 1 Jan 2012 for New Year's Day

UCFR PICK-UP

The Fort Carson Defense Military Pay Office (DMPO) conducts a monthly finance information briefing in addition to the Monthly UCFR Distribution. The audience for this event

PAC CERTIFICATION COURSE

The Fort Carson Defense Military Pay Office will be hosting a one day PAC Certification Course **Thursday, 10 January at 0900 in Bldg 1220**, 1st Floor Conference Room. The purpose is to train S-1 personnel in the areas of pay and entitlements. Pre-registration is required: Please see your training NCO to register through ATRRS prior to training.

In/Out Processing Briefings

Levy Brief (PCS Departing Soldiers) is held on every Tuesday and Thursday of every month at 1129 Ellis Dr (Performing Arts Center) at 0815.

In-Processing Brief is held every weekday at BLDG 1013 on Long Street

Briefings for Separating Soldiers

ETS Briefing is held on the 1st and 3rd Wednesday of every month at the SRP building (BLDG 1042) at 0700.

Retirement Briefing is held the 2nd and 3rd Wednesday of every month at the Balfour Beatty Community Center (6800 Prussman St) at 0800.

Briefings cover Final pay, Travel, Leave, Allotments, Disability Severance/ Separation Pay outs and more.

DFAS Hire-A-Hero Internship Program



The Defense Finance Accounting Service DMPO Ft. Carson is seeking Wounded Warrior applicants for our Hire a Hero Internship Program. Continue to serve our Nation and your fellow Warfighters while gaining valuable job experience in either Military Pay or Computer Assistant functions.

The non-paid internship program is open to all soldiers in outpatient status at Ft. Carson, who have committed to transitioning out of the military. DFAS is seeking soldiers who have the desire to gain practical employment experience prior to transitioning to civilian life. Internship participants will have the opportunity to enhance their career readiness and prepare for a future with DFAS, or another organization. Completion of the Internship Program may lead to full-time employment at one of DFAS' many locations.

Request an application by emailing HiringHeroes@dfas.mil or calling 719-524-0040.

MyPay



New MyPay PIN Reset Capability in Effect

CLEVELAND (Dec. 5, 2012) – Beginning December 13, Defense Finance and Accounting Service (DFAS) customers will be able to reset their **myPay** passwords online by answering a few security questions.

After logging in to their accounts in mid-December, users will be given a list of 17 possible security questions to answer. **myPay** users need to answer eight of those 17

questions to set up their online password reset capability.

Later when they forget their passwords, **myPay** will ask users to answer three randomly selected questions from those they have provided answers to. If they answer correctly, the users will be able to create a new password. Answers are not case sensitive.

The security questions are optional for now. In the spring of 2013, however, all **myPay** users, including those who use Army Knowledge Online (AKO), AF Portal and smart cards, will be required to answer eight security questions. Until then, those who choose to bypass the questions will not be able to reset their passwords online until they've answered the questions.

To set up your online password reset, follow the steps below:

1. Go to the myPay home page at <https://mypay.dfas.mil>.
2. Enter your Login ID and Password and click "Go" or use SmartCard Login if you have a DoD CAC or HHS PIV card.
3. Agree to the terms of the User Agreement.
4. Check the boxes beside the eight questions you want to answer.
5. Click the "Submit Questions" button.
6. Answer each question and click "Submit Answers." (Be sure to remember your answers. You must be able to provide the same answers to reset your password later.)
7. Select "Main" in the upper right corner of the page to begin using myPay.
8. To change your security questions and answers, click "Security Questions for Password Resets."

To skip steps four through seven above, you can click "Answer Later" at the bottom of the screen. However, you will not be able to reset your own myPay password online if you forget it.

Soldiers unable to reset their myPay passwords online can still reset their passwords by coming in to Military Pay Customer Service at the Defense Military Pay Office located in building 1220, 4900 Evans Ave. between 7:30 a.m. and 4 p.m. Monday-Friday.

Customer Service

INDIANAPOLIS (Nov. 28, 2012) – Pay customers of the Defense Finance and Accounting Service are scheduled to receive their 2012 tax statements between mid-December through January.

Most of the W-2 and 1099 forms will be available a week earlier via the online **myPay** pay account management system (<https://mypay.dfas.mil/mypay.aspx>) for active duty and reserve military members, retired military members, annuitants and federal civilian employees paid by DFAS.

2012 tax statement *myPay* and USPS mail schedule:

Form/Document	Date available on myPay	Dates mailed via the U.S. Post Office
Retiree Annual Statement (RAS)	Dec. 4, 2012	Dec. 19, 2012 – Jan. 10, 2013
Retiree 1099R	Dec. 13, 2012	Dec. 19, 2012 – Jan. 10, 2013
Annuitant Account Statement (AAS)	Dec. 15, 2012	Dec. 19, 2012 – Jan. 10, 2013
Annuitant 1099R	Dec. 15, 2012	Dec. 19, 2012 – Jan. 10, 2013
Active Duty Army, Navy, Air Force W-2	Jan. 24, 2013	Jan. 24-29, 2013
Reserve Army, Navy, Air Force W-2	Jan. 8, 2013	Jan. 10-14, 2013
Marine Corps Active & Reserve W-2	Jan. 14, 2013	Jan. 15-20, 2013
Civilian employee W-2 (DoD/Non-DoD)	Jan. 5, 2013	Jan. 8-12, 2013
Military VSI/SSB W-2 *	Not available via myPay	Jan. 5-10, 2013
Savings Deposit Program 1099INT	Jan. 22, 2013	Jan. 22-23, 2013
Vendor Pay 1099	Not available via myPay	Jan. 20-31, 2013
Vendor Pay MISC W-2	Jan. 31, 2013	Jan. 20-31, 2013
Travel PCS W-2 **	Jan. 31, 2013	Jan. 20-31, 2013
Army Non-Appropriated Fund Civilian Pay W-2 ***	Jan. 20, 2013	Not available

* Voluntary Separation Incentive/Special Separation Benefit

** Permanent Change of Station

*** Military non-appropriate fund civilian employees receive tax statements from their respective military service. Army NAF employee tax statements are made available via **myPay**.

MPR



W-2 ISSUANCE FOR 2012

Active Component and Reserve Component members with access to MYPAY and who have a MYPAY customized PIN will not be mailed a hardcopy W-2 for calendar year 2012 wages. Members must access their MYPAY account and print a copy of their W-2 for use in filing their calendar year 2012 income tax return. The exception to this policy is members who prior to December 1, 2012 elected to receive a hardcopy W-2 through the MYPAY system.

Also, deployed Active Component soldiers will be able to request a hardcopy W-2 at their home station regardless of their MYPAY account status. Deployed Reserve Component members will have a printed W-2 mailed to their home station regardless of their MYPAY status.

MYPAY W-2's for Active Component members will be available for printing not earlier than January 22, 2013. MYPAY W-2's for Reserve Component members will be available for printing not earlier than January 8, 2013.

DFAS will conduct an audit of 2012 Forms W-2 before they are issued. Any last minute discrepancies identified will be immediately corrected, if possible. Accordingly, members are encouraged to NOT use their December 2012 LES to file their tax returns. Guidance on procedures for obtaining reissued and corrected 2012 Forms W-2 have not been given as of yet; however, we will notify the Carson Community as soon as it is published.

Processing

DEPLOYED UNITS UCFR PICK-UP

UCFR pick-up from Finance is a requirement. When Units are deployed the Rear D is responsible for pick-up, scanning documents downrange for certification, or certification for the entire Battalion. It is the Rear D Commander's responsibility to ensure that the UCFRs are returned to the Finance office by the suspense date with documentation for corrections attached. Deployed units should be contacting the Rear D if there are changes to be made to deployed personnel pay accounts.

If you have any questions please contact the Processing Section at 526-8325.

Reserve Pay



Can a Reserve or NG Enlisted or Officer carry leave over between tours?

Yes, any Reserve or NG member can carry leave over from one tour to another tour. If the member has no break in tours, the roll over is automatic.

Per National Defense Authorization act for FY2011, Title 10, United States Code, Section 701, Title 37 USC501, DODI 1327.06 and AR600-8-10, and Deputy Assistant Secretary of the Army Memorandum dated October 15, 2012, members who have a break in active duty tours have the option to transfer their leave that was earned on one tour to a new tour.

When the RC/NG Soldier or Officer goes through the REFRAD (Release From Active Duty) process, they will elect to have all or a portion of their unused leave rolled over to a new tour. The REFRAD station will post remarks to the Soldier's account stating that the Soldier is requesting leave roll over. The Mobilization station will do the necessary transactions to close out the old Leave Master Record (LMR) and add the days to the new LMR.

Travel



Separations



DEBT AVOIDANCE MEMORANDUMS

The Debt Avoidance program serves as a pre-separation audit program for Soldiers being considered for Chapter Separation. The Soldier's commander will generate a memorandum stating that the Soldier is being considered for early separation or elimination from the US Army and is requesting a review of the pay account to determine any outstanding debts to the government. The Soldier will sign the debt avoidance counseling statement that states that he/she is aware of the proceedings and understands that Finance can change his/her pay to once per month, accelerate any debts and stop allotments if needed to pay off debts. The debt avoidance memorandum will also halt any FUTURE bonus payments.

If a soldier is separated from the army prior to completion of his/her contract then the Soldier will owe the government for any unearned portion of Enlistment/ Reenlistment Bonus. Finance will tell the soldier when the memorandums are turned in approximately how much they will owe back. If the Soldier is not separated, then a memorandum from the commander is required to restore pay to twice per month, restart allotment and pay any future bonus payments.

DLA Advance

Documents required for a DLA Advance: PCS Travel Advance Request Form, Orders, and DA FORM 31

DLA is used to partially reimburse you for expenses incurred relocating your household on a PCS. DLA can be paid in advance of a PCS move.

DLA Rate with Dependents: If you, on the PCS order effective date, have dependents authorized transportation ICW the PCS, you will be reimbursed using the DLA rate with Dependents. To receive this rate, you must complete Box 13 on the DD 1351-2, Dependents' Address on Receipt of Orders.

DLA Rate without Dependents: If you do not have dependents or if you are not authorized travel and transportation allowances for travel of a dependent(s) under a PCS, or you have dependent(s) authorized, but the dependent(s) do not relocate under a PCS, you will be reimbursed using the DLA Rate without Dependents.

Determining DLA Rates: DLA Rates can be found on the DoD Per Diem, Travel and Transportation Allowance Committee's website: <http://www.defensetravel.dod.mil/perdiem/dla.html>

**More information can be found in Volume 1, Chapter 5: Permanent Duty Travel, Part G: DLA of the [Joint Federal Travel Regulation](#)*

Defense Military Pay Office

Business Hours: 0730-1600

BLDG 1220

Customer Service

Military Pay Inquiries (719) 526-6254

Disbursing (719) 526-5151

BLDG 1218

In/Out Processing, Travel,
Separations and Retirements

BLDG 1042

Reserve Pay Room 307

SRP Room 340

Defense Military Pay Office POCs

Director	526-3443
Deputy Director	526-3443
Finance SGM	526-8507
Customer Service	526-6254
Building 1220 Lobby	526-1052
Debt Management/ Special Actions	526-8494
Disbursing	526-5151
Building 1220 Lobby	526-5151
In & Out Processing	526-1302
Building 1218 Room 236	Supervisor: 526-6230
IOP/Reserve Pay/SRP Site	526-6230
MPR	526-4084
Processing/ Customer Service/ Debt Management/Special Actions	Supervisor: 526-6317
Reserve Pay	526-9812
Building 1042 Room 307	526-8236
Separations/Retirements	526-4233
Building 1218 Room 229	Supervisor: 526-6230
Wounded Warrior	524-0315
Building 1220 Room 122	
230 th Financial Support Unit	
Commander	526-1534
First Sergeant	524-1130



Please tell us how well your finance office is supporting you at the following link:

https://ice.disa.mil/index.cfm?fa=card&site_id=614&service_provider_id=115982

